

I. OPENING

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- A. Call to Order
- B. Swearing In
- C. Roll Call
- D. Pledge of Allegiance
- E. Announcement of Executive Session (if applicable)

II. PUBLIC COMMENT / CITIZEN AGENDA ITEMS

III. INITIAL REORGANIZATION

- A. Election of Council President (yearly)
- B. Election of Vice President of Council (yearly)
- C. Designation of Council Meeting Time, Place & Date for 2012
- D. Resolution #01-2012: Depository of Funds (yearly)
- E. Resolution #02-2012: Secondary Signatures for Disbursements (yearly)

IV. APPOINTMENTS BY COUNCIL

- A. Township Secretary – Resolution #03-2012
- B. Township Planning/Zoning Administrator – Resolution #04-2012
- C. Township Solicitors
 1. General/Civil (yearly): Resolution #05-2012
 2. General/Civil (alternate): Resolution #26-2012
 3. Labor Attorney (yearly): Resolution #06-2012
 4. Planning Commission (yearly): Resolution #07-2012
 5. Zoning Hearing Board (yearly): Resolution #08-2012
 6. Township Environmental Solicitor (yearly): Resolution #23-2012
 7. Township EAC/Open Space Solicitor (yearly): Resolution #24-2012
- D. Township Engineer (yearly): Resolution #09-2012
- E. Township Landfill Consultants (yearly): Resolution #10-2012
- F. Township EAC/Open Space Consultant (yearly): Resolution #30-2012
- G. Sewage Enforcement Officers (yearly): Resolution #32-2012
- H. Township Auditor (yearly): Resolution #11-2012
- I. Township Actuary (yearly): Resolution #25-2012
- J. Township Planner (yearly): Resolution #12-2012
- K. Council Liaisons (yearly)

V. REORGANIZATION RESOLUTIONS AND FEE SCHEDULES

- A. Resolution #13-2012 – Manager Salary
- B. Resolution #14-2012 – Assistant Manager Salary
- C. Resolution #15-2012 – Chief of Police Salary
- D. Resolution #16-2012 – Director of Finance Salary
- E. Resolution #17-2012 – Director of Public Works Salary
- F. Resolution #18-2012 – Zoning Officer Salary
- G. Resolution #21-2012 – Administrative Assistant Salary
- H. Resolution #19-2012 – Adopting Pay Scale for Non-Uniformed Employees
- I. Resolution #20-2012 – Adopting Pay Scale for Uniformed Employees
- J. Resolution #22-2012 – Adopting Fee Schedule
- K. Resolution #29-2012 – Establishing the Police Officer Contribution to the Uniformed Pension Fund for 2012

VI. MANAGER'S APPOINTMENTS WITH COUNCIL CONSENT

- Fire Marshall (one year term, one appointment)
- Parks and Recreation Board (one year term 12/31/12)
- Bethlehem Area Public Library Representative (one year term 12/31/12)
- Township Library Committee (one year term 12/31/12)
- Hugh Moore Parkway Commission (one year term 12/31/12)
- Emergency Management Coordinator (one year term 12/31/12)
- Zoning Hearing Board (five year term 12/31/16)

- Township Historian (one year term 12/31/12)
- Township Historic Committee (one year term 12/31/12)
- Environmental Advisory Council (three year term 12/31/14)
- Planning Commission (four year term 12/31/15)
- Landfill Committee (two year term 12/31/13)
- Yard Waste Recycling Committee (1 year term, 1 council liaison/2 Township representatives/1 citizen representative 12/31/12)
- Saucon Rail Trail Oversight Commission Representatives(four year term, 2 Township citizen reps 12/31/15)

VIII. ADJOURN REORGANIZATIONAL MEETING

GENERAL BUSINESS MEETING

I. PRESENTATIONS/PUBLIC HEARINGS

II. DEVELOPER ITEMS

III. TOWNSHIP BUSINESS ITEMS

- A. Zoning Hearing Board Variance – George Petito – 1817 Apple Tree Lane –Variance Request of Side Yard Setback to Construct Garage and Front Yard Setback to Install Fence
- B. Resolution #31-2012 – Public Hearing – Authorizing the Purchase of a Conservation Easement on a Portion of Lands from David Whitmore and Prime Development Corporation
- C. Authorize Preparation of Baseline Document on Land Owned by David Whitmore & Prime Development Corporation
- D. Authorize Signing of Engagement Letter with Hutchinson, Gillahan & Freeh
- E. Authorize Attendance at PSATS Conference

IV. MISCELLANEOUS BUSINESS ITEMS

Approval of Minutes – December 21, 2011 Council Meeting

V. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS

VI. COUNCIL AND STAFF REPORTS

- A. Township Manager
- B. Council/Jr. Council
- C. Solicitor
- D. Engineer
- E. Planner

VII. ADJOURNMENT

Next EAC Meeting: January 10, 2012
Next Planning Commission Meeting: January 19, 2012
Next Zoning Hearing Board Meeting: January 16, 2012
Next Council Meeting: January 18, 2012
Next Parks & Rec Meeting: February 6, 2012
SVP Meeting: January 11, 2012

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I. OPENING

CALL TO ORDER: The Reorganization meeting of Lower Saucon Township Council was called to order on Tuesday, January 3, 2012 at 7:02 P.M., at 3700 Old Philadelphia Pike, Bethlehem, PA, with Mr. Glenn Kern, Council President, presiding.

SWEARING IN: Mr. Kern said Council members and our Controller will get sworn in this evening. Ms. Palik swore in Lou Mahlman, Controller; and Priscilla deLeon, Tom Maxfield, and David Willard, Council members.

ROLL CALL: Present – Glenn Kern, President; Tom Maxfield, Vice President; Ron Horiszny, Priscilla deLeon, David Willard, Council members; Jack Cahalan, Township Manager; and Leslie Huhn, Assistant Township Manager. Absent: Judy Stern Goldstein, Township Planner; B. Lincoln Treadwell, Township Solicitor; B. Kocher, Township Engineer; and Jameson Packer, Jr. Council person.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)

<p>Mr. Kern said Council did not meet in Executive Session between our last meeting and this meeting.</p>
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II. PUBLIC COMMENT/CITIZEN AGENDA ITEMS

Mr. Kern said there are none.

III. INITIAL REORGANIZATION

A. ELECTION OF COUNCIL PRESIDENT (YEARLY)

MOTION TO NOMINATE: Mr. Maxfield moved to nominate Mr. Kern as Council President.

SECOND OF NOMINATION: Mr. Horiszny
Mr. Kern asked if there were any other nominations? No one raised their hand.
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.

ROLL CALL: 5-0

B. ELECTION OF VICE PRESIDENT OF COUNCIL (YEARLY)

MOTION TO NOMINATE: Mr. Horiszny moved to nominate Tom Maxfield as Council Vice President.

SECOND OF NOMINATION: Mr. Kern
Mr. Kern asked if there were any other nominations? No one raised their hand.

ROLL CALL: 5-0

**Reorganization & General Business Meeting
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C. DESIGNATION OF COUNCIL MEETING TIME, PLACE & DATE FOR 2012

Mr. Kern said Council meeting time, place and date for 2012 is the First & Third Wednesdays of the Month – General Business/Developer Items at 7:00 p.m. at Town Hall.

- MOTION BY:** Mr. Horiszny moved for approval of the first and third Wednesday of the month, 7:00 PM at Town Hall.
SECOND BY: Mr. Maxfield
Mr. Kern asked if anyone had any questions or comments?
ROLL CALL: 5-0

D. RESOLUTION #01-2012: DEPOSITORY OF FUNDS (YEARLY)

Mr. Kern said the staff recommends continuing with Lafayette Ambassador Bank, PLGIT and Fulton Financial Advisors.

DESIGNATING FINANCIAL INSTITUTIONS AS DEPOSITORIES FOR THE YEAR 2012

WHEREAS, the Council of Lower Saucon Township, Northampton County, in the Commonwealth of Pennsylvania, recognizes the need to benefit from the best interest rates available when investing Township monies; and,

WHEREAS, the Council of Lower Saucon Township also recognizes the need to transfer monies in a timely manner without further approval, do appoint and designate the following financial institutions as depositories for the year 2011:

**LAFAYETTE AMBASSADOR BANK/FULTON FINANCIAL ADVISORS/PA LOCAL
GOVERNMENT INVESTMENT**

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed financial institutions be designated as depositories established for the year 2012, retroactive to January 1, 2012.

- MOTION BY:** Mr. Maxfield moved for approval of Resolution #01-2012 – Designating Financial Institutions as Depositories for the Year 2012.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

E. RESOLUTION #02-2012: SECONDARY SIGNATURES FOR DISBURSEMENTS (YEARLY)

Mr. Kern said Council should appoint two (2) members of Council for secondary signatures for disbursements. Council may wish to also name an alternate in the case of three signatories being unavailable. Mrs. deLeon said it's usually by the Administrative Code, the President and Vice President. Mr. Horiszny will be the alternate and it automatically includes Lou Mahlman.

AUTHORIZING THE SIGNATURE OF CHECKS FOR THE YEAR 2012

WHEREAS, the disbursement of Township Funds requires two authorized signatures on any draft for such payment; and

WHEREAS, the Township intends and desires to authorize primary individuals to sign such drafts; and

**Reorganization & General Business Meeting
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WHEREAS, the Township intends and desires to authorize alternate individuals to sign such drafts in the absence of any of the primary individuals,

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower Saucon, Northampton County, Pennsylvania as follows:

1. A draft to disburse Township Funds shall be valid if signed by two (2) of the following primary individuals,

<u>NAME</u>	<u>TITLE</u>
Lou Mahlman	Township Controller
John F. Cahalan	Township Manager

2. In the absence of any of the above primary individuals, any of the following secondary individuals are authorized to sign a draft in order to satisfy the requirement that two (2) authorized signatures appear thereon:

<u>NAME</u>	<u>TITLE</u>
Glenn C. Kern	President of Council

In the absence of the President of Council, another available Council person shall be:
Thomas Maxfield Vice President

3. In the absence of more than three of any of the above named individuals, the following alternate individual is authorized to sign a draft in order to satisfy the requirement of two (2) authorized signatures:

Ronald Horiszny	Council Member
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4. Any other ordinance, resolution, or motion, or any part thereof inconsistent with the provisions of this resolution, or any parts hereof, is expressly repealed hereby.

MOTION BY: Mr. Maxfield moved for approval to have Glenn Kern as Primary Signature, Tom Maxfield as Secondary Signature and Ron Horiszny for Alternate for disbursements, for Year 2012.

SECOND BY: Mr. Horiszny

Mr. Kern asked if anyone had any questions or comments? No one raised their hand.

ROLL CALL: 5-0

IV. APPOINTMENTS BY COUNCIL

A. TOWNSHIP SECRETARY – RESOLUTION #03-2012

Mr. Kern said Resolution #03-2011 has been prepared appointing the Township Manager as Township Secretary.

DESIGNATING TOWNSHIP SECRETARY

WHEREAS, the Council of Lower Saucon Township appoints the Township Manager as the Township Secretary for the year 2012; and

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that Jack Cahalan be appointed as Township Secretary and is instructed to carry out the duties associated with this position for the year 2012, retroactive to January 1, 2012.

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MOTION BY: Mr. Maxfield moved for approval of Resolution #03-2012.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

B. TOWNSHIP PLANNING/ZONING ADMINISTRATOR – RESOLUTION #04-2012

Mr. Kern said Resolution #04-2012 has been prepared appointing the Township Manager, Jack Cahalan, as Planning/Zoning Administrator.

DESIGNATING PLANNING/ZONING ADMINISTRATOR

WHEREAS, the Council of Lower Saucon Township appoints the Township Manager as the Township’s Planning/Zoning Administrator for the year 2012; and

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that Jack Cahalan be appointed as Planning/Zoning Administrator and is instructed to carry out the duties associated with this position for the year 2012, retroactive to January 1, 2012.

MOTION BY: Mr. Maxfield moved for approval of Resolution #04-2012.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

C. TOWNSHIP SOLICITORS

1. GENERAL/CIVIL (YEARLY): RESOLUTION #05-2012

Mr. Kern said this Resolution has been prepared that reappoints Linc Treadwell as the Township’s General/Civil Solicitor at a rate of \$180.00 per hour and sets fees for agreement preparation as stated in the Resolution.

**TOWNSHIP’S GENERAL/CIVIL SOLICITOR
FEE SCHEDULE FOR 2012**

WHEREAS, the Council of Lower Saucon Township appoints B. Lincoln Treadwell, Jr. as the Township’s General/Civil Solicitor, for the year 2012; and

WHEREAS, the fee schedule to reimburse the services of B. Lincoln Treadwell, Jr. are as follows:

Hourly Rate & Attendance at Meetings – Solicitor	\$ 180.00
Hourly Rate & Attendance at Meetings – Other Attorney	\$ 150.00
Hourly rate – Paralegal	\$ 50.00
Preparation of:	
Easements & Deeds of Dedication	\$ 300.00
Subdivision/Development & Financial Security	\$1,250.00
Agreements (Flat fee each)	
Subdivision/Development Maintenance Agreements	\$ 500.00
Stormwater Management Maintenance Agreements	\$ 500.00

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Holding Tank Agreements	\$ 400.00
Indemnification Agreements	\$ 400.00
Extension Agreements	\$ 150.00
Agreement of Sale	\$ 400.00
Operation Spray Irrigation Agreements	\$ 500.00
Sewer Service Agreement	\$ 600.00
Limited Construction & Improvements Agreement	\$ 600.00
Temporary Construction & Access Easement	\$ 300.00
Operation & Maintenance Agreement	\$ 600.00
Addendum to Improvement Security	\$ 300.00

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed fee schedule is hereby established for the year 2012, retroactive to January 1, 2012.

MOTION BY: Mr. Maxfield moved for approval of Resolution #05-2012.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

2. GENERAL/CIVIL (ALTERNATE): RESOLUTION #26-2012

Mr. Kern said this Resolution has been prepared to appoint David Backenstoe as the alternate General/Civil Solicitor at a rate of \$150.00 per hour on an as needed basis and sets fees in accordance with Resolution #26-2012.

TOWNSHIP'S GENERAL/CIVIL SOLICITOR ALTERNATE

WHEREAS, the Council of Lower Saucon Township appoints David Backenstoe as the Township's General/Civil Solicitor alternate in the absence of B. Lincoln Treadwell, for the year 2011; and

WHEREAS, the fee schedule to reimburse the services of David Backenstoe are as follows:

Hourly Rate & Attendance at Meetings (Hourly) – Solicitor	\$ 150.00
Hourly Rate & Attendance at Meetings – Paralegal	\$50.00

Preparation of Legal Documents in accordance with Resolution #05-2012

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed fee schedule is hereby established for the year 2012, retroactive to January 1, 2012.

Mr. Cahalan said they asked Mr. Backenstoe if he'd be willing to serve as the alternate. We previously had Mr. Shafkowitz who was down south and more remote. Mr. Backenstoe has agreed. He has an office in Hellertown, so he is available to serve.

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MOTION BY: Mr. Horiszny moved for approval of Resolution #26-2012.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

3. LABOR ATTORNEY (YEARLY): RESOLUTION #06-2012

Mr. Kern said Resolution #06-2012 has been prepared reappointing Stevens and Lee, at the rate of \$335.00 per hour.

TOWNSHIP'S LABOR SOLICITOR FEE SCHEDULE FOR 2012

WHEREAS, the Council of Lower Saucon Township appoints the law firm of Stevens & Lee as the Township's Labor Solicitors, for the year 2012; and

WHEREAS, the fee schedule to reimburse the services of Stevens & Lee is \$335.00 per hour and paralegals would be at the rate of \$135 per hour.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed fee schedule is hereby established for the year 2012, retroactive to January 1, 2012.

MOTION BY: Mr. Horiszny moved for approval of Resolution #06-2012.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

4. PLANNING COMMISSION (YEARLY): RESOLUTION #07-2012

Mr. Kern said Resolution #07-2012 has been prepared appointing Linc Treadwell as the Planning Commission Solicitor at the rate of \$180.00 per hour and David Backenstoe at \$150.00 as the alternate per the rate schedule as established in Resolution #05-2012.

TOWNSHIP'S PLANNING COMMISSION SOLICITOR FEE SCHEDULE - 2012

WHEREAS, the Council of Lower Saucon Township appoints B. Lincoln Treadwell, Jr., Esq. as the Township's Planning Commission Solicitor and David Backenstoe as the alternate Planning Commission Solicitor in accordance with Resolution #26-2012, for the year 2011; and

WHEREAS, the fee schedule to reimburse their services are as follows:

Hourly Rate & Attendance at Planning Commission meetings	\$180.00/hr.
Hourly Rate & Attendance at Planning Commission meetings (alternate)	\$150.00/hr.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed fee schedule is hereby established for the year 2012, retroactive to January 1, 2012.

MOTION BY: Mr. Horiszny moved for approval of Resolution #07-2012.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

5. **ZONING HEARING BOARD SOLICITOR (YEARLY): RESOLUTION #08-2012**

Mr. Kern said the Resolution #08-2012 has been prepared appointing George Heitzman as the Zoning Hearing Board Solicitor at the rate of \$180.00 per hour.

TOWNSHIP'S ZONING HEARING BOARD SOLICITOR FEE SCHEDULE

WHEREAS, the Council of Lower Saucon Township appoints George Heitzman as the Township's Zoning Hearing Board Solicitor, for the year 20112; and

WHEREAS, the fee schedule to reimburse the services of George Heitzman are as follows:

Hourly Rate & Attendance at Zoning Hearing Board meetings \$180.00/hr.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed fee schedule is hereby established for the year 2012, retroactive to January 1, 2012.

MOTION BY: Mr. Horiszny moved for approval of Resolution #08-2012.

SECOND BY: Mrs. deLeon

Mr. Kern asked if anyone had any questions or comments? No one raised their hand.

ROLL CALL: 5-0

6. **TOWNSHIP ENVIRONMENTAL SOLICITOR (YEARLY): RESOLUTION #23-2012**

Mr. Kern said Resolution #23-2012 has been prepared appointing Charles Elliott as the Township Landfill Solicitor (as needed) at the hourly rate of \$160.00

TOWNSHIP'S ENVIRONMENTAL SOLICITOR FEE SCHEDULE FOR 2012

WHEREAS, the Council of Lower Saucon Township appoints Charles Elliott as the Township's Consulting Solicitor to the Landfill Committee and any other environmental special projects and/or assignments which will be given on an as needed basis with prior consent of Council, for the year 2012; and

WHEREAS, the fee schedule to reimburse the services of Charles Elliott is \$160.00 per hour.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed fee schedule is hereby established for the year 2012, retroactive to January 1, 2012.

MOTION BY: Mr. Horiszny moved for approval of Resolution #23-2012.

SECOND BY: Mrs. deLeon

Mr. Kern asked if anyone had any questions or comments? No one raised their hand.

ROLL CALL: 5-0

7. **TOWNSHIP EAC/OPEN SPACE SOLICITOR (YEARLY): RESOLUTION #24-2012**

Mr. Kern said Resolution #24-2012 has been prepared appointing Terry Clemons (as needed) as the Solicitor to the EAC at the hourly rate of \$150.00.

**TOWNSHIP'S ENVIRONMENTAL ADVISORY COUNCIL/OPEN SPACE
SOLICITOR FEE SCHEDULE FOR 2012**

WHEREAS, the Council of Lower Saucon Township appoints Terry Clemons as the Township's Consulting Solicitor to the Environmental Advisory Council, for the year 2012; and

WHEREAS, any special projects and/or assignments will be given on an as needed basis with prior consent of Council, and

WHEREAS, the fee schedule to reimburse the services of Terry Clemons is \$150.00 per hour.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed fee schedule is hereby established for the year 2012, retroactive to January 1, 2012.

MOTION BY: Mr. Horiszny moved for approval of Resolution #24-2012.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

D. TOWNSHIP ENGINEER (YEARLY): RESOLUTION #09-2012

Mr. Kern said Resolution #09-2012 has been prepared appointing Hanover Engineering as the Township Engineer. Please note the fee schedule for services is attached.

TOWNSHIP ENGINEER'S FEE SCHEDULE FOR 2012

WHEREAS, the Council of Lower Saucon Township appoints Hanover Engineering as the Township's Engineer, for the year 2012 to include the following duties: Township Engineer, Landfill Engineer, Host Municipal Inspector and Sewage Enforcement per the attached fee schedule for services.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed services and attached fee schedule are hereby established for the year 2012, retroactive to January 1, 2012.

MOTION BY: Mr. Horiszny moved for approval of Resolution #09-2012.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

E. TOWNSHIP LANDFILL CONSULTANTS (YEARLY): RESOLUTION #10-2012

Mr. Kern said Resolution #10-2012 has been prepared appointing Tri-C Corp. and Rich Sichler from Neversink Environmental, Inc. as Township Landfill Consultants (as needed) per their attached fee schedules.

TOWNSHIP'S LANDFILL CONSULTANTS FEE SCHEDULE FOR 2012

WHEREAS, the Council of Lower Saucon Township appoints Laressa McNemar, Tri-C Corporation and Rich Sichler, Neversink Environmental, Inc. as the Township's Landfill Consultants, for the year 2012, per their 2012 fee schedules; and

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NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed consultants are hereby established for the year on an as needed basis for 2012, retroactive to January 1, 2012.

MOTION BY: Mr. Horiszny moved for approval of Resolution #10-2012.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

F. TOWNSHIP EAC/OPEN SPACE CONSULTANT (YEARLY): RESOLUTION #30-2012

Mr. Kern said Resolution #30-2012 has been prepared appointing Laura Baird (as needed) as the Open Space Consultant to the EAC as per the attached rate schedule from Heritage Conservancy.

**TOWNSHIP'S ENVIRONMENTAL ADVISORY COUNCIL/OPEN SPACE
CONSULTANT FEE SCHEDULE FOR 2012**

WHEREAS, the Council of Lower Saucon Township appoints Heritage Conservancy as the Township's Open Space Consultant to the Environmental Advisory Council, for the year 2012; and

WHEREAS, any special projects and/or assignments will be given on an as needed basis with prior consent of Council, and

WHEREAS, the fee schedule to reimburse the services of Heritage Conservancy is attached.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed fee schedule is hereby established for the year 2012, retroactive to January 1, 2012.

MOTION BY: Mr. Horiszny moved for approval of Resolution #30-2012.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

G. SEWAGE ENFORCEMENT OFFICERS (YEARLY) – RESOLUTION #32-2012

Mr. Kern said Hanover Engineering requests the following individuals be appointed as the 2012 SEO's: Scott Brown, Christopher Taylor, Janice Buskirk, Jacob Schray, Jeffery Huff at a rate of \$70.25 per hour for on lot percolation tests and lump sum of \$410.00 .

**TOWNSHIP SEWAGE ENFORCEMENT OFFICERS
FEE SCHEDULE FOR 2012**

WHEREAS, the Council of Lower Saucon Township appoints Jeffrey Huff, Janice Buskirk, Jacob Schray, Scott Brown and Christopher Taylor as the Township Sewage Enforcement Officers, for the year 2012; and

WHEREAS, the fee to reimburse the services of the Township Sewage Enforcement Officers shall be \$70.25 per hour; and

WHEREAS, Resolution #27-2010 has established a Permit Application Fee Schedule for onlot sewage systems in Lower Saucon Township.

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NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed fee schedules are hereby established for the year 2012, retroactive to January 1, 2012.

MOTION BY: Mr. Maxfield moved for approval Resolution #32-2012.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

H. TOWNSHIP AUDITOR (YEARLY): RESOLUTION #11-2012

Mr. Kern said the staff recommends continuing the services of Hutchinson, Gillahan & Freeh per their November 1, 2011 letter. The base rate for the 2011 audit will not exceed \$16,000.00. Additional services will be payable at a rate of \$95.00 per hour.

TOWNSHIP AUDITOR

WHEREAS, the Council of Lower Saucon Township appoints Hutchinson, Gillahan & Freeh as the Township's Auditor, for the year 2012; and

WHEREAS, the reimbursement for the 2011 audit will be subject to the November 1, 2011 letter with the following rates:

Base Fee	\$16,000.00
Single Audit (if required)	\$2,700.00
Hourly Rate for Additional Services	\$95.00

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed fee schedule is hereby established for the year 2012 retroactive to January 1, 2012.

MOTION BY: Mr. Maxfield moved for approval of Resolution #11-2012.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

I. TOWNSHIP ACTUARY (YEARLY): RESOLUTION #25-2012

Mr. Kern said the staff recommends continuing the services of Chuck Friedlander of Municipal Finance Partners, per their contract.

APPOINTING MUNICIPAL FINANCE PARTNERS AS THE TOWNSHIP'S ACTUARY

WHEREAS, the Council of Lower Saucon Township appoints Charles Friedlander and Municipal Finance Partners as the Township's Actuary for the Uniform and Non-Uniform Pensions Plans, for the year 2012; and

WHEREAS, any special projects and/or assignments will be given on an as needed basis with prior consent of Council, and

WHEREAS, the fee schedule to reimburse the services of Municipal Finance Partners is in accordance with the Management Agreement signed by Charles Friedlander.

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NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed agreement is hereby established for the year 2012, retroactive to January 1, 2012.

MOTION BY: Mr. Maxfield moved for approval of Resolution #25-2012.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

J. TOWNSHIP PLANNER (YEARLY): RESOLUTION #12-2012

Mr. Kern said Resolution #12-2012 has been prepared appointing Boucher and James (Judy Stern-Goldstein and Karen Mallo) as the Township Planner. The rate for 2012 is \$116.00 per hour.

TOWNSHIP'S PLANNING CONSULTANT FEE SCHEDULE FOR 2012

WHEREAS, the Council of Lower Saucon Township appoints Boucher & James as the Township's Planning Consultant, for the year 2012; and

WHEREAS, the fee schedule to reimburse the services of Boucher & James are as follows:

Principal	\$116.00/hour
Planner/Landscape Architect I	\$ 98.00/hour
Planner/Landscape Architect II	\$ 85.00/hour
Planner/Designer	\$ 75.00/hour
Admin. Asst. /Secretary	\$ 48.00/hour

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the above listed fee schedule is hereby established for the year 2012, retroactive to January 1, 2012.

MOTION BY: Mr. Maxfield moved for approval of Resolution #12-2012.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

K. COUNCIL LIAISON (YEARLY) AS FOLLOWS:

Mrs. deLeon said we should ask Mr. Willard to participate in any of these committees as there are some vacancies. Mr. Willard said he will be the alternate for the Saucon Valley Partnership. Mrs. deLeon said if she or Glenn are absent, they will call Mr. Maxfield, Mr. Horiszny or Mr. Willard to fill in as they always like to have representation. Mrs. deLeon said she would ask if Mr. Willard wants to be the Fire Company liaison. Mr. Cahalan said this is a committee that is comprised of the fire chiefs from the four fire companies in the Township. They have been meeting with the Dewey Fire Company in Hellertown. They have been discussing these issues for several years, the most recent one they are exploring a merger consolidation. There are meetings from time to time with the chiefs to discuss fire service issues. Mr. Willard said he would be the liaison for the fire companies and you can also put him in the other vacant positions. Mr. Maxfield said the Greenways Outreach and the Highland Trail are daytime meetings. On the Greenways Outreach Committee, the vacated person was the prime person who was Mrs. Yerger. Mr. Maxfield was the alternate and he'd like to continue that and have Mr. Willard as the prime person and Mr. Maxfield as the alternate.

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Park & Recreation	Township Manager/Glenn Kern/Tom Maxfield
Saucon Valley Conservancy	Priscilla deLeon
Lower Saucon Authority	Ron Horiszny
Saucon Valley Partnership	Glenn Kern /Priscilla deLeon
	Tom Maxfield/Ron Horiszny/Dave Willard (Alternates)
Landfill Committee	Priscilla deLeon
Lutz-Franklin Schoolhouse	Glenn Kern/Ron Horiszny (Alternate)
Environmental Advisory Council	Tom Maxfield
Pension Advisory Committee	Priscilla deLeon
Fire Companies	Glenn Kern/Dave Willard
Library Consolidation Task Force	Tom Maxfield
LVPC Watershed	Ron Horiszny/Tom Maxfield (Alternate)
Saucon Creek Watershed	Tom Maxfield/Dave Willard (Alternate)
Cook's Creek Watershed	Vacant
LVPC Greenways Outreach	Dave Willard (Primary), Tom Maxfield (Alternate)
Joint Recreation Study	Glenn Kern
PA Highlands Trail Network	Dave Willard
Hellertown-Lower Saucon Chamber	Priscilla deLeon

MOTION BY: Mrs. deLeon moved for approval of Council Liaisons (yearly) as indicated above.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

V. REORGANIZATION RESOLUTIONS AND FEE SCHEDULES

A. RESOLUTION #13-2012:

Mr. Kern said Resolution #13-2012 sets the Manager's salary at \$84,387.34 with no longevity pay.

MANAGER'S SALARY FOR 2012

WHEREAS, the Council of Lower Saucon Township has approved that the Manager's Salary shall not exceed the 2012 budgetary amount of \$84,387.34, with no longevity pay.

WHEREAS, Council has also established a required payment, equal to 1% of the Manager's monthly compensation be paid into the Non-Uniformed Pension Fund for the year 2012.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the Manager's Salary as set forth in the 2012 budget, is hereby established for the year 2012, retroactive to January 1, 2012 and implement same.

MOTION BY: Mr. Maxfield moved for approval of Resolution #13-2012.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments?
ROLL CALL: 5-0

B. RESOLUTION #14-2012:

Mr. Kern said Resolution #14-2012 sets the Assistant Manager's salary at \$60,203.73 which includes longevity pay capped at \$350.

ASSISTANT MANAGER'S SALARY FOR 2012

WHEREAS, the Council of Lower Saucon Township has approved the Assistant Manager's Salary at \$60,203.73, which includes longevity pay capped at \$350.

WHEREAS, Council has also established a required payment, equal to 1% of the Assistant Manager's monthly compensation be paid into the Non-Uniformed Pension Fund for the year 2012.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the Assistant Manager's Salary as set forth above, is hereby established for the year 2012, retroactive to January 1, 2012 and implement same.

MOTION BY: Mr. Maxfield moved for approval of Resolution #14-2012.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

C. RESOLUTION #15-2012:

Mr. Kern said Resolution #15-2012 sets the Chief of Police's salary at \$83,641.32 which includes longevity pay capped at \$1,746.

CHIEF OF POLICE SALARY FOR 2011

WHEREAS, the Council of Lower Saucon Township has approved the Chief of Police's salary at \$83,641.32, which includes longevity pay capped at \$1,746.

WHEREAS, Council has also established a required payment, equal to 1% of the Chief of Police's monthly compensation be paid into the Uniformed Pension Fund for the year 2012.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the Chief of Police's salary as set forth above is hereby established for the year 2012, retroactive to January 1, 2012 and implement same.

MOTION BY: Mr. Maxfield moved for approval of Resolution #15-2012.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

D. RESOLUTION #16-2012:

Mr. Kern said Resolution #16-2012 sets the Director of Finance's salary at \$54,480.71 with no longevity pay.

DIRECTOR OF FINANCE'S SALARY FOR 2011

WHEREAS, the Council of Lower Saucon Township has approved the Director of Finance's salary at \$54,480.71, with no longevity pay.

WHEREAS, Council has also established a required payment, equal to 1% of the Director of Finance's monthly compensation be paid into the Non-Uniformed Pension Fund for the year 2012.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the Director of Finance's salary as set forth above is hereby established for the year 2012, retroactive to January 1, 2012 and implement same.

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MOTION BY: Mr. Maxfield moved for approval of Resolution #16-2012.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

E. RESOLUTION #17-2012:

Mr. Kern said Resolution #17-2012 sets the Director of Public Works' salary at \$61,316.07 which includes longevity pay capped at \$750 and \$2,000 for MIS duties.

DIRECTOR OF PUBLIC WORKS' SALARY FOR 2012

WHEREAS, the Council of Lower Saucon Township has approved the Director of Public Works' salary at \$61,316.07, which includes \$750 longevity pay and \$2,000 for MIS duties.

WHEREAS, Council has also established a required payment, equal to 1% of the Director of Public Works' monthly compensation be paid into the Non-Uniformed Pension Fund for the year 2012.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the Director of Public Works' salary as set forth above is hereby established for the year 2012, retroactive to January 1, 2012 and implement same.

MOTION BY: Mr. Maxfield moved for approval of Resolution #17-2012.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

F. RESOLUTION #18-2012:

Mr. Kern said Resolution #18-2012 sets the Zoning Officer's salary at \$65,666.70 with no longevity pay.

ZONING OFFICER'S SALARY FOR 2012

WHEREAS, the Council of Lower Saucon Township has approved that the Zoning Officer's salary at \$65,666.70, with no longevity pay.

WHEREAS, Council has also established a required payment, equal to 1% of the Zoning Officer's monthly compensation be paid into the Non-Uniformed Pension Fund for the year 2012.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the Zoning Officer's salary as set forth above is hereby established for the year 2012, retroactive to January 1, 2012 and implement same.

MOTION BY: Mr. Maxfield moved for approval of Resolution #18-2012.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

G. RESOLUTION #21-2012:

Mr. Kern said Resolution #21-2012 sets the Administrative Assistant's salary at \$32,463.54 with no longevity pay.

ADMINISTRATIVE ASSISTANT’S SALARY FOR 2012

WHEREAS, the Council of Lower Saucon Township has approved that the Administrative Assistant’s salary at \$32,463.54, with no longevity pay.

WHEREAS, Council has also established a required payment, equal to 1% of the Administrative Assistant’s monthly compensation be paid into the Non-Uniformed Pension Fund for the year 2012.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township, that the Administrative Assistant’s salary as set forth above is hereby established for the year 2012, retroactive to January 1, 2012 and implement same.

- MOTION BY:** Mr. Maxfield moved for approval of Resolution #21-2012.
- SECOND BY:** Mrs. deLeon
- Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
- ROLL CALL:** 5-0

H. RESOLUTION #19-2012:

Mr. Kern said Resolution #19-2012 adopts the pay scale for Non-Uniformed Employees per their current union contract.

**A RESOLUTION ADOPTING A PAY SCALE FOR THE YEAR 2012 FOR TOWNSHIP
NON-UNIFORM EMPLOYEES**

WHEREAS, the Council of Lower Saucon Township adopted the amended Chapter Two of Personnel Rules entitled “Job Classification and Pay Plan” on October 15, 1980, (Resolution No. 21-80); for the year 2012; and

WHEREAS, the Council of Lower Saucon Township has entered into a Collective Bargaining Agreement, which was executed on December 17, 2009 and approved retroactive to June 1, 2009 by the Council of Lower Saucon Township, for the period of June 1, 2009 to May 31, 2011 with the United Automobile, Aerospace and Agricultural Implement Workers of America, UAW Local 677 Amalgamated Union; and

WHEREAS, the Council of Lower Saucon Township wishes to maintain equity between full-time, part-time and non-union hourly employees of the Township in regard to wages; and

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township that the following pay scale is hereby established for the June 1, 2009 to May 31, 2011 period for Township employees, and that the Township Manager is hereby directed to implement same:

PAY SCALE

<u>GRADE</u>	<u>MINIMUM RATE</u>	<u>MAXIMUM RATE</u>
Roadmaster (interim)	n/a	\$21.31
Laborer	\$14.94	15.71
Clerk/Typist	16.84	17.83
Admin. Clerk/Crewmember	18.01	20.02
Laborer (part-time)	n/a	11.96
Receptionist	n/a	12.36

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Mr. Horiszny said the date that it expires was May 31, 2011, is that correct? Mr. Cahalan said the contract had an expiration date of 5/31/11 although it continues in full force and effect.

MOTION BY: Mrs. deLeon moved for approval of Resolution #19-2012.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

I. RESOLUTION #20-2012:

Mr. Kern said Resolution #20-2012 adopts the Uniform pay schedule for the Police Department per their current union contract.

**A RESOLUTION ADOPTING A PAY SCALE FOR THE YEAR 2012 FOR TOWNSHIP
UNIFORMED EMPLOYEES**

WHEREAS, the Council of Lower Saucon Township adopted the amended Chapter Two of Personnel Rules entitled "Job Classification and Pay Plan" on October 15, 1980, (Resolution No. 21-80); for the year 2012; and

WHEREAS, the Council of Lower Saucon Township has entered into a Collective Bargaining Agreement, for the year 2011 with the full time non-supervisory Police Officers of the Township which was approved April 1, 2009; and

WHEREAS, the Council of Lower Saucon Township wishes to maintain equity between full-time and part-time Police employees of the Township in regard to wages, by granting a pay increase.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township that the following pay scale is hereby established for the year 2012 for full-time and part-time Township uniformed employees, and that the Township Manager is hereby directed to implement same, retroactive to January 1, 2012:

<u>PAY SCALE FULL-TIME</u>	
<u>MINIMUM</u>	<u>MAXIMUM</u>
\$25.43	\$32.41
<u>PAY SCALE PART-TIME</u>	
<u>MINIMUM</u>	<u>MAXIMUM</u>
\$19.28	\$20.34

MOTION BY: Mrs. deLeon moved for approval of Resolution #20-2012.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

J. RESOLUTION #22-2012:

FEE SCHEDULES

Mr. Kern said Resolution #22-2012 is the fee schedule setting various township fees.

ZONING, SUBDIVISION, AND LAND DEVELOPMENT FEE SCHEDULE RESOLUTION

WHEREAS, the Lower Saucon Township Zoning Ordinance #88-2, as amended, and Subdivision and Land Development Ordinance #92-1, as amended provide for certain fees that are to be paid to the Township General Fund for reviewing applications and processing plans and applications; and

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WHEREAS, these fees are to be established to provide for general reimbursement to the Township General Fund for administrative costs associated with processing the applications and plans, distributing the applications and plans to various review agencies, and

WHEREAS, the Township of Lower Saucon is desirous of establishing a uniform Fee Schedule for such applications so that the general administration costs associated with processing each application does not have to be calculated on a case-by-case basis,

NOW, THEREFORE, be it resolved and it is hereby resolved as follows:

1. All “whereas” clauses are incorporated herein by reference,
2. The Lower Saucon Township Council hereby repeals fees in Resolution #22-2000, #17-2002, #19-2003, #23-2004, #22-2005, #22.1-2005, #31-2005, #49-2005, #22-2006, #45-2006, #22-2007, #31-2007, #36-2007, #22-2008, #41-2008, #22-2009, and #22-2010 and Schedule for Submission Fees for Zoning, Subdivision and Land Development Applications and other schedules and sets forth fees as follows, amended by motion of a majority of Council at a duly advertised meeting from time to time:

FEE SCHEDULE NOTE: Services provided by Township Professional Staff (Engineer/Planner) will be billed at their approved hourly rate.

1. Zoning Permit Fee Schedule

A.	All Permits Requiring Uniform Construction Code Approval	\$4
B.	Residential	
1.	New Residential	\$200
2.	Additions	\$100
3.	Interior & Exterior Alterations	\$30
C.	Commercial/Industrial with Change in Use (new construction, additions, alterations, changes in occupancy)	\$500
D.	Commercial/Industrial with no Change in Use (new construction, additions, alterations, changes in occupancy)	\$250
E.	Signs	
1.	Up to 50 s.f.	\$50
2.	Greater than 50 s.f.	\$50 + \$1/s.f. over 50 s.f.
F.	Accessory and Miscellaneous Uses	
1.	Decks under 250 s.f.	\$25
2.	Sheds under 250 s.f.	\$25
3.	Fences and other miscellaneous structures	\$20
4.	Tree removal (excluding Forestry)	\$20
5.	Decks over 250 s.f.	\$50
6.	Sheds/accessory buildings over 250 s.f. requiring a foundation	\$50
7.	Swimming Pools	\$50
8.	Demolition	\$30
G.	Road Encroachment Permit	\$50
H.	Moving Permit	\$5
I.	Occupancy Permit (not associated with an accessory uses building permit)	\$10
J.	Temporary Occupancy Permit	\$75
K.	Home Business and Accessory Uses Permits	\$10
L.	Road Weight Limit Permit	\$50
M.	Grading & SESC Permit (includes review of one re-submission)	\$400
1.	Additional Resubmission Fee	\$100
2.	Carbonate Geology Review	\$85
N.	Stormwater Management Applications	

**Reorganization & General Business Meeting
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1.	Application Fee		\$50
2.	Escrow		\$750
O.	Ground Source Heat Pump		
1.	Application Fee		\$50
2.	Review & Inspection Escrow		\$750
2.	Temporary Zoning Permits		
A.	Portable Signs for Temporary Use		\$50
B.	Temporary Structure Permit (sales trailer, etc.)		\$50
3.	Miscellaneous		
A.	Zoning Ordinance with map		\$25
B.	Zoning Map		\$5
C.	Subdivision and Land Development Ordinance		\$20
D.	Comprehensive Plan		\$25
E.	Natural Resource Inventory		\$20
F.	Stormwater Ordinance		\$20
G.	Copies		\$.25
H.	Returned Check		\$50
I.	Pavilion Rental (Town Hall, Southeastern & Steel City Parks)		
1.	Resident		\$100
2.	Non-Resident		\$150
3.	Deposit		\$50
J.	Ballfield Rental Fee (Required for leagues requesting usage at one night/week)		
1.	Resident		\$175
2.	Non-Resident		\$200
K.	Rental of Seidersville Hall (certificate of insurance and \$50 deposit required)		
1.	Resident		\$25/2 hrs. \$35/4 hrs. \$65/5+ hrs.
2.	Non-Resident		\$35/2 hrs. \$45/4 hrs. \$75/5+ hrs.
4.	Licenses		
A.	Junkyard License		\$250
5.	Finance Charges		
A.	Tax Collection Services		\$20
B.	Duplicate Tax Bill		\$10
6.	Subdivision/Land Development	<u>Application</u>	<u>Escrow</u>
A.	Site Plan or Formal Sketch	\$75	\$1,500
B.	Site Plan for Landfill/Quarries	\$75	\$5,000
C.	Lot Line Changes	\$75	\$1,500
D.	Minor Subdivisions	\$100	\$1,500
E.	Major Subdivisions		
1.	Preliminary	\$400 + \$5/lot	\$3,000 + \$50/lot
2.	Final	\$100	
F.	Land Development		
1.	Preliminary	\$400 + \$50/1,000	\$3,000 + \$50/1,000 s.f.

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	s.f. of building area	of building area
2. Final	\$400 + \$50/1,000 s.f. of building area	Escrow brought up to original deposit
G. Revised Submissions	½ of Filing Fee	Replenish
H. Act 537 Planning Module Review		
1. 1 or 2 lots	\$100	\$500
2. 3 to 6 lots	\$250	\$500
3. 7 or more	\$500	\$500

7. Application for Hearing (ZHB, Council, or Bldg. Code Board of Appeals)

A. Residential	\$375	None
B. Multi-Family Residential	\$450	None
C. Institutional/Recreational	\$1,200	None
D. Commercial	\$1,200	None
E. Shopping Center	\$1,200	None
F. Industrial	\$1,200	None
G. Challenge to Validity of Zoning Ordinance	\$10,000	\$750
H. Conditional Use	\$1,500	\$750
I. Curative Amendment	\$10,000	\$750
J. Application for Rezoning	\$1,500	\$750
K. Miscellaneous (Involving requests to Council requiring the Township Attorney or Engineer to review or render a decision or opinion)	\$50	\$750

MOTION BY: Mr. Maxfield moved for approval of Resolution #22-2012.

SECOND BY: Mr. Horiszny

Mr. Kern asked if anyone had any questions or comments? No one raised their hand.

ROLL CALL: 5-0

K. RESOLUTION #29-2012

Mr. Kern said Resolution #29-2012 establishes the Police Officer contribution to the Uniformed Pension Fund for 2012.

A RESOLUTION OF THE TOWNSHIP OF LOWER SAUCON ESTABLISHING POLICE OFFICER PAYMENTS INTO THE UNIFORMED EMPLOYEE PENSION FUND FOR 2012

WHEREAS, Section 38-14(B) of the Code of the Township of Lower Saucon provides that the Township Council may eliminate payments into the Uniformed Employee Pension fund by police officers; and

WHEREAS, for the year 2012, the required payment, by each individual Police Officer, to the Uniformed Employee Pension fund shall be 2% of their monthly compensation during the year 2012, in accordance with the terms of the Uniformed Police Contract dated April 1, 2009.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Council of Lower Saucon Township that police officer payments into the Uniformed Employee Pension fund were eliminated and confirmed to be eliminated for the calendar years 2006, 2007 and 2008; and that the required police officer payment, into the Uniformed Employee Pension fund for the calendar year 2012, is hereby established at 2% of each individual police officer's monthly compensation during the year 2012, retroactive to January 1, 2012.

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MOTION BY: Mr. Maxfield moved for approval of Resolution #20-2012.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

VI. MANAGER'S APPOINTMENTS WITH COUNCIL CONSENT

Mr. Kern said we'll go the following and just do one motion. If anyone in the audience has any comment, just raise your hand.

- **FIRE MARSHALL (ONE YEAR TERM, ONE APPOINTMENT):**
Mr. Kern said the Manager is recommending the reappointment of Ken Luybli as Fire Marshall.
- **PARKS AND RECREATION BOARD (ONE YEAR TERM 12/31/2012, 6 APPOINTMENTS)**
Mr. Kern said the Manager is recommending that David Spirk, Judie Rossell, Bill Ross, Scott Schanzenbach, Thomas Butera, and Sheri Herman be re-appointed. There is one vacancy
- **BETHLEHEM AREA PUBLIC LIBRARY REPRESENTATIVE (ONE YEAR TERM 12/31/2012, ONE APPOINTMENT)**
Mr. Kern said the Manager is recommending Lynn Koehler be re-appointed as the representative.
- **TOWNSHIP LIBRARY COMMITTEE (ONE YEAR TERM 12/31/2012, FOUR APPOINTMENTS)**
Mr. Kern said the Manager is recommending the following members continue: Michael Karabin, Sheri Herman and Allan Johnson in addition to Lynn Koehler. There is one vacancy.
- **HUGH MOORE PARKWAY COMMISSION (ONE YEAR TERM 12/31/2012, ONE APPOINTMENT)**
Mr. Kern said there is a vacancy.
- **EMERGENCY MANAGEMENT COORDINATOR (ONE YEAR TERM 12/31/2012, ONE APPOINTMENT)**
Mr. Kern said the Manager is recommending that Bill Cszasz be re-appointed as Emergency Management Coordinator.
- **ZONING HEARING BOARD (FIVE YEAR TERM 12/31/2016, ONE APPOINTMENT)**
Mr. Kern said the Manager is recommending Austin Kunsman be re-appointed for a five year term which will expire December 31, 2016.
- **TOWNSHIP HISTORIAN (ONE YEAR TERM 12/31/2012, ONE APPOINTMENT)**
Mr. Kern said the Manager is recommending that Sandra Yerger be re-appointed.
- **TOWNSHIP HISTORIC COMMITTEE (ONE YEAR TERM 12/31/2012, FIVE APPOINTMENTS)**
Mr. Kern said the Manager is recommending that Sandra Yerger, Karen Samuels, Jody Hijazi, Dorothy Eyer and Lenny Szy be re-appointed.
- **ENVIRONMENTAL ADVISORY COUNCIL (MEMBER – THREE YEAR TERM 12/31/14; ASSOCIATE – ONE YEAR TERM 12/31/12):** Mr. Kern said the Manager is recommending that Members Tom Maxfield, Sandra Yerger and Allan Johnson be appointed; and Dru Germanoski and Glenn Kaye be appointed as Associates. There are three Associate vacancies.
- **PLANNING COMMISSION (4 YEAR TERM 12/31/2015, TWO APPOINTMENTS)**
Mr. Kern said the Manager is recommending that John Landis, Tom Maxfield and John Lychak be reappointed.
- **LANDFILL COMMITTEE (2 YEAR TERM 12/31/2013, TWO VACANCIES)**
Mr. Kern said there are two vacancies.
- **YARD WASTE RECYCLING COMMITTEE (1 YEAR TERM 12/31/2011, 1 COUNCIL LIAISON/2 TOWNSHIP REPRESENTATIVES/1 CITIZEN REPRESENTATIVE)**
Mr. Kern said Ron Horiszny be re-appointed as Council Liaison; Jack Cahalan, Township Manager and Roger Rasich, Public Works Director as Township Representatives . There is a vacancy for a Citizen Representative

**Reorganization & General Business Meeting
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• **SAUCON RAIL TRAIL OVERSIGHT COMMISSION REPRESENTATIVES (4 YEAR TERM 12/31/2015, 2 TOWNSHIP CITIZEN REPRESENTSATIVES)**

Mr. Kern said Roger Jurczak and Jerry Holum be appointed as Saucon Rail Trail Oversight Commission representatives.

Mrs. deLeon said she has a question with the Library Committee. She remembers them being five members and if that's the case, there's a vacancy then. There are only four members. Usually we have an odd number of people. There should be a vacancy. Lynn Koehler is one of the members, but she's like Mrs. Yerger is as the Historian. Mr. Maxfield said Mike Karabin and Allan Johnson are definitely members. Mr. Kern said Ms. Huhn will check that out. Ms. Huhn said there is one vacancy on the library Committee.

Mr. Maxfield said he thinks on the EAC that there are only two associate vacancies and there are four associate members possible with seven regular members and four associate members. Mrs. deLeon said Ms. Huhn can check that also. Mr. Willard said what is the difference between a regular member and an associate? Mr. Maxfield said regular member can vote and the associates are contributors and discussers, but not voters. Ms. Huhn said there are seven members and five associates. Mr. Maxfield said it's always been an 11 person board member since the formation. You can have as many associate members as you can take on. He said so there are only two associate vacancies. Ms. Huhn said she will check it out.

MOTION BY: Mrs. deLeon moved for approval the Manager's appointments, as stated above, with corrections.

SECOND BY: Mr. Maxfield

Mr. Kern asked if anyone had any questions or comments?

ROLL CALL: 5-0

V. ADJOURNMENT OF REORGANIZATION MEETING

MOTION BY: Mr. Horiszny moved for adjournment of the Reorganization meeting. The time was 7:30 PM.

SECOND BY: Mrs. deLeon

Mr. Kern asked if anyone had any questions or comments? No one raised their hand.

ROLL CALL: 5-0

**GENERAL BUSINESS MEETING
JANUARY 3, 2012**

OPENING

CALL TO ORDER: The General Business meeting of Lower Saucon Township Council was called to order on Tuesday, January 3, 2012 at 7:31 P.M., at 3700 Old Philadelphia Pike, Bethlehem, PA, with Mr. Glenn Kern, Council President, presiding.

ROLL CALL: Present –Glenn Kern, President; Tom Maxfield, Vice President; Ron Horiszny, Priscilla deLeon, David Willard, Council members; Jack Cahalan, Township Manager; and Leslie Huhn, Assistant Township Manager. Absent: Judy Stern Goldstein, Township Planner; B. Lincoln Treadwell, Township Solicitor; B. Kocher, Township Engineer; and Jameson Packer, Jr. Council person.

I. PRESENTATIONS/PUBLIC HEARINGS – None

II. DEVELOPER ITEMS – None

III. TOWNSHIP BUSINESS ITEMS

A. ZONING HEARING BOARD VARIANCE – GEORGE PETITTO – 1817 APPLE TREE LANE – VARIANCE REQUEST ON SIDE YARD SETBACK TO CONSTRUCT GARAGE AND FRONT YARD SETBACK TO INSTALL FENCE

Mr. Kern said the applicant is requesting a variance to construct a garage in the side yard setback and to permit a 6' high fence in the front yard setback area to keep deer off of the property.

Dr. George Petito, applicant, was present.

Mr. Maxfield said this is being addressed as two zoning variations, and he believes it is three. The front yard setback would be one and the 6' fence would be another. The side yard setback would be the third. Dr. Petito said he doesn't understand the front yard setback. Mr. Maxfield said on a property, there is a front yard established and it's usually the street access yard. That has different setbacks and different requirements that go along with it when compared to the side and rear yard setbacks. In the front yard fence, it is normally limited to 4' and the side and rear yard are 6'. In order to get a 6' front fence, that would yet be another variance. It doesn't really change too much other than it's stated here as two variances and he thinks it is three. This doesn't mention front yard setback, but the application does. We need some clarity here.

Dr. Petito said it's pretty simple. They have to construct a garage on the property and that's going to take part of that variance approval to get that side yard setback accomplished. The fencing is very clear. He has no doubt in his mind about the 6' fence. The deer are rampant in this area. He's had Lyme disease two times. He's not going to suffer it again. The 6' fence is going to keep the deer out of his property so he can maintain a decent form of living. The only thing he didn't know before this meeting, as he just found it out awhile ago from Mease Engineering who did all the survey work and this kind of work, about the 4' fence in the front of the property, but this property has a very, very irregular shape. The frontage on this property is very small compared to the size of the property being 2.8 acres. It's less than 100'. That frontage is nullified anyway because they are going to put a gate on the driveway which will be the same size to keep the deer out. Why keep the deer out of the property if you are going to have a gate across the front of the driveway that is going to be 4'. It's going to be gated anyway further in, much further than the center line of the road. He did talk to Chris Garges and Chris was very clear that he didn't see any problem with it. Mr. Garges said the fences are allowed to be in the front yard up to the front property line, 4' in height. The applicant is requesting 6' in the front. Dr. Petito said he explained that he is not coming out to the edge of the property line. They are going to be in probably maybe 45'. They are not going to be pushing it out to the street. They are going to put a gate back there perpendicular to the road. Mr. Maxfield said there's no variance associated within the front yard setback, they are out of the side yard setback? Mr. Garges said they are still in the front yard setback, but they are behind the right-of-way. The right-of-way is 25' from the center of the road. Mr. Maxfield said do they still need a variance for being in the front yard setback? Mr. Garges said they don't need a variance for being in the setback if it was 4' in height, but since it's 6' in height, then they need the variance. The ordinance says in the front yard, the maximum height is 4'. The intent of that is typically when you're at an intersection, so the fence isn't blocking view at 4'. With a 6' fence, that could block the view on the road and be potentially a traffic hazard. That's the section he's needing relief from, having 6' from that area that is the front yard, which is from the right-of-way to 50' back. Mr. Maxfield said he was mistaken, it was only two. Mr. Garges said correct.

Dr. Petito said they are actually going to be back more than 50'. He doesn't think it's any concern at this time. The property has a long angle and if you put a fence at that angle, it doesn't look right. The purpose of this is to enhance the neighborhood and not to take away from it. Even with the fencing, the fencing will enhance itself and be very nice. Mr. Willard asked if there was any other fencing around the property at this time? Dr. Petito said yes, there is. He has some pictures that were attached to the variance and application. There is a fence across the opposite of the front,

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which is the Gausling property. It's a split rail fence along with an iron fence attached to that to keep out the animals even further. There is somewhat a short fencing on the right hand side where the utilities are. They are going to get rid of that and make it look a lot better. Mr. Willard said once you have the front fence, you have a way to keep deer and other animals out of the entire property? Dr. Petito said yes, the fencing will go around the entire property. Mr. Maxfield said the amount of deer we have, it's wishful thinking that even with a 6' fence, you are going to keep the deer out. He understands your concern. Dr. Petito said he talked to the gentleman that has the 4' fence, and he doesn't have any deer on his property. He said they don't even attempt to go over it. It isn't worth Lyme disease.

Mr. Kern said Council will support, take no action, or oppose this.

Council took no action.

B. RESOLUTION #31-2012 – PUBLIC HEARING – AUTHORIZING THE PURCHASE OF A CONSERVATION EASEMENT ON A PORTION OF LANDS FROM DAVID WHITEMORE AND PRIME DEVELOPMENT CORPORATION

Mr. Kern said Resolution #31-2012 has been prepared authorizing the acquisition on by purchase of a conservation easement on 76.750 acres on Easton Road in Lower Saucon Township, Northampton County, known as tax parcel No. P8-6-9A.

RESOLUTION OF THE COUNCIL OF LOWER SAUCON TOWNSHIP AUTHORIZING THE ACQUISITION BY PURCHASE OF A CONSERVATION EASEMENT ON 76.750 ACRES ON EASTON ROAD IN LOWER SAUCON TOWNSHIP, NORTHAMPTON COUNTY, KNOWN AS TAX MAP PARCEL NO. P8-6-9A

WHEREAS, Lower Saucon Township is a Township of the Second Class, Optional Plan of Government; and,

WHEREAS, Sections 1502 and 2201 of the Second Class Township Code, 53 P.S. §66502(a) and 67201, authorize Townships of the Second Class to purchase or acquire by gift or otherwise interests in real property it judges to be to the best interest of the Township; and,

WHEREAS, municipalities, including Township's of the Second Class, are authorized by 32 P.S. §5005(c) to protect and conserve water resources and watersheds; and to protect and conserve natural or scenic resources, including but not limited to soils, streams, flood plains or marshes.

WHEREAS, Second Class Townships are authorized by 32 P.S. §5005(c)(1) to acquire interests in real estate, including conservation easements to protect and conserve these resources; and,

WHEREAS, the Council of Lower Saucon Township has determined that certain property located on Easton Road in Lower Saucon Township totaling 76.750 acres bearing Parcel No. P8-6-9A possesses natural and scenic resources worthy of protecting by securing those resources by acquiring the Property through an amicable purchase of a Conservation Easement; and,

WHEREAS, the Council of Lower Saucon Township has determined that it is in the best interest of the Township to acquire the hereinafter-described Conservation Easement for the above-stated reasons; and,

WHEREAS, the Council of Lower Saucon Township has obtained an Appraisal of the value of a Conservation Easement on the Property from Indian Valley Appraisal Company, general certified real estate appraisers, which has established a value for the Conservation Easement of \$330,000.00 (\$4,300.00 per acre); and,

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WHEREAS, the Council of Lower Saucon Township has entered into negotiations with the owners of the Property whereby the owners will convey a Conservation Easement on the Property for a cash payment of \$330,000.00; and,
WHEREAS, the Council of Lower Saucon Township, by approval of this Resolution, authorizes purchase of the Conservation Easement for the sum of \$330,000.00.

NOW THEREFORE, BE IT RESOLVED AND ENACTED by the Council of Lower Saucon Township, as follows:

1. The Council of Lower Saucon Township is hereby authorized to acquire a Conservation Easement on 76.750 acres of land owned by David L. Whitmore and Prime Development Corporation identified as Parcel No. P8-6-9A and located on Easton Road in Lower Saucon Township, Northampton County, Pennsylvania (the "Property").
2. The Council of Lower Saucon Township is hereby authorized to pay the sum of Three Hundred Thirty Thousand Dollars (\$330,000.00) toward the purchase of a Conservation Easement.
3. The Council President or his designee is hereby authorized to execute on behalf of Lower Saucon Township, and upon the advice of the Lower Saucon Township Open Space Solicitor, all documents reasonably required to effect settlement, including but not limited to the following documents:
 - A. Agreement of Sale substantially in the form attached hereto as Exhibit "A" and any revision or addendum to the Agreement of Sale recommended by the Open Space Solicitor.
 - B. Settlement sheet.
 - C. Buyer's Affidavit as may be required by a reputable title insurance company.
 - D. Any other documents incidental to or reasonably necessary to effect the foregoing transaction.
4. Additionally, Lower Saucon Township Manager, Jack Cahalan, is authorized to execute on behalf of the Lower Saucon Township, on the advice of the Lower Saucon Township Open Space Solicitor, any and all documents required for settlement of the purchase of the above-referenced property by Lower Saucon Township.

MOTION BY: Mr. Horiszny opened the hearing.

SECOND BY: Mr. Maxfield

Mr. Kern asked if anyone had any questions or comments? No one raised their hand.

ROLL CALL: 5-0

Mr. Cahalan said the solicitor usually holds the hearing on properties that we're getting ready to recommend to purchase with open space funding. This is the Benner Whitmore Parcel P8-6-9A along Easton Road, 76.750 acres. This hearing is held so if anyone in the public has any objections they can voice them tonight. The resolution that's been prepared indicates that the Township Council has obtained an appraisal of the value that came back at \$330,000.00 or \$4,300 per acre. The Open Space Solicitor is currently in negotiations with the owners of the property and is discussing the conservation easement with them. This is basically here for a hearing prior to any authorization to purchase the property from the owner. Mrs. deLeon said in the resolution and the agreement that was emailed to us today, it refers to Second Class Code. We really should say we're optional plan of government. Mr. Maxfield said we've used that before and he's not sure what it should be. Mrs. deLeon said it should be optional plan of government as that's what Lower Saucon Township is. Ms. Huhn said we use both, Second Class Township Code and Optional Plan, as opposed to Home Rule, so she can add that in. Mr. Maxfield said the overlying document is the Second Class Code, Optional Plan. Mrs. deLeon said we should ask the Solicitor for the right wording. Mr. Kern said we can do that.

Mr. Kern asked if there was any public comment? No one raised their hand.

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MOTION BY: Mr. Horiszny closed the hearing.
SECOND BY: Mr. Maxfield
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

MOTION BY: Mrs. deLeon moved for approval of Resolution #31-2012, pending our Solicitor's review of the proper terminology.
SECOND BY: Mr. Maxfield
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

C. AUTHORIZE PREPARATION OF BASELINE DOCUMENT ON LAND OWNED BY DAVID WHITMORE AND PRIME DEVELOPMENT CORPORATION

Mr. Kern said the purpose of a baseline document is to provide a measurement to be used in the future to determine whether changes have been made to the property and to document in greater depth than within the easement itself, the conservation objectives of the easement. Council should authorize the preparation of a baseline document associated with this conservation easement.

Mr. Cahalan said this is another step on the same property, Parcel P8-6-9A. The Open Space Solicitor would like approval to move ahead with the preparation of the baseline document prior to executing the agreement of sale with the property owner.

MOTION BY: Mr. Horiszny moved for authorization for preparation of baseline document on land owned by David Whitmore and Prime Development Corporation.
SECOND BY: Mrs. deLeon

Mr. Kern asked if anyone had any questions or comments? Ms. Huhn said there is a cost for this. Do we want to put a cap on it? Mr. Cahalan said we can do that. Mr. Maxfield said he wouldn't know what it was as we deal with different acreages all the time. This is the biggest one we have dealt with. Mr. Cahalan said he doesn't have a cap figure at this time. Mr. Horiszny said does that automatically come from Heritage? Mr. Cahalan said Attorney Clemons is working with Heritage to do that. We were looking at other firms that could do that and we are still trying to put that together. Right now, Heritage would be our only source for the baseline. Mr. Maxfield said plus Laura Baird is the Open Space advisor. She's capable of doing it. Mrs. deLeon said we should have a cost.

ROLL CALL:
Mrs. deLeon said she withdraws her second. Mr. Maxfield said it's going to be two weeks until we get the baseline then. Mr. Cahalan asked Ms. Huhn to get Mr. Clemons on the phone. Ms. Huhn said she wasn't able to get a hold of Mr. Clemons. Mr. Cahalan said the background on this is we believe it's the second one we've done. Mrs. Huhn said she thinks it was done for Dravec. She knows one was done by Wildlands Conservancy for the Dyer, Noble, Bracalente property, and she doesn't think that exceeded \$2,800.00. Mr. Cahalan said the one for the Dravec property was around \$2,500.00. Ms. Huhn said she believes it was. Mr. Cahalan said they feel comfortable having it not exceed a \$5,000.00 cost for this baseline documentation.

MOTION BY: Mr. Horiszny amended his previous motion for authorization for preparation of baseline document on land owned by David Whitmore and Prime Development Corporation, not to exceed a cost of \$5,000.00.
SECOND BY: Mr. Maxfield
ROLL CALL: 5-0

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D. AUTHORIZE SIGNING OF ENGAGEMENT LETTER WITH HUTCHINSON, GILLAHAN & FREEH

Mr. Kern said Council received an engagement letter for the 2011 annual audit to be conducted by Hutchinson, Gillahan & Freeh. The base rate to do the audit is \$16,000.

Mr. Horiszny said their peer review letter in the packet was dated 2009, is that the most recent? Mr. Cahalan said this is an attachment to their engagement letter they are referring to. It says this other company has reviewed the accounting and auditing practice of Hutchinson, Gillahan & Freeh in effect for the year ended April 30, 2009. He doesn't know what cycle is for these peer reviews are? They could be every couple of years. The engagement letter is correct in its language. Mrs. deLeon said it's kind of like our Pension Committee where the actuary reviews it every two years. Mr. Cahalan said he can find out and get back to Council on it.

MOTION BY: Mrs. deLeon moved for approval to authorize signing of engagement letter with Hutchinson, Gillahan & Freeh.
SECOND BY: Mr. Maxfield
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

E. AUTHORIZE ATTENDANCE AT PSATS CONFERENCE

Mr. Kern said Council should authorize the voting delegate and attendees for the PSATS convention to be held in May.

Mr. Cahalan said for the first time in many years, the conference will be in May. They sent out the schedule for the next five years, and it's all in May. Mr. Kern said Mrs. deLeon has been the voting delegate. Mrs. deLeon said she's planning on attending, but is not sure of the dates yet.

MOTION BY: Mr. Maxfield said he'd like to re-nominate Mrs. deLeon as the voting delegate.
SECOND BY: Mr. Willard
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

Mrs. deLeon said we have to approve the expenses which are the room fees, the meals and the mileage at the given IRS rate.

MOTION BY: Mrs. deLeon moved to approve the expenses and authorize the five Council members and Mr. Cahalan and Ms. Huhn, as approved in the Second Class Code to attend the PSATS conference, the days as stated above.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 5-0

IV. MISCELLANEOUS BUSINESS ITEMS

A. APPROVAL OF DECEMBER 21, 2011 COUNCIL MINUTES

Mr. Kern said the minutes of the December 21, 2011 Council meeting have been prepared for Council's review and approval.

MOTION BY: Mr. Maxfield moved for approval of the December 21, 2011 Council minutes.
SECOND BY: Mrs. deLeon
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 4-1 (Mr. Horiszny - No)

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VI. PUBLIC COMMENT / CITIZEN NON-AGENDA ITEMS – None

VII. COUNCIL AND STAFF REPORTS

A. TOWNSHIP MANAGER – No report

B. COUNCIL/JR. COUNCIL

Mr. Maxfield – No report

Mr. Willard

➤ He said he does plan on attending the PSATs two-day training session on January 28th and February 4th in Easton so he can get a little more orientation.

MOTION BY: Mrs. deLeon moved for approval to reimburse Mr. Willard for any expenses associated with this training session, and also for the training session Mr. Willard went to in December.

SECOND BY: Mr. Maxfield

ROLL CALL: 5-0

Mr. Horiszny – No report

Mr. Kern – No report

Mrs. deLeon

➤ She said the Hellertown-Lower Saucon Chamber on Thursday, January 26th, they are going to have a luncheon at Braveheart on “How to Increase Sales on a Downed Economy”. Steve LaBrake from SV Bikes will share his expertise and will pass along his success strategies to local businesses. That will be at 11:30 am to 1:00 pm at a cost of \$15.00.

➤ She said she received an email from Bob Lammi from the Miracle League. He wanted to thank the board for the generous amount for 2012. She read the email “Dear Priscilla: On behalf of the Board of Directors of the Miracle League of Northampton County, I thank you and your fellow commissioners for your generous donation. Since Northampton County Council of Government’s meeting, we have made great strides in the construction of the field which has put us in a position to move quickly towards completing the field with financial help like you have provided. When we have our opening day, you and your colleagues will have to attend and I can assure you when you see these children play, you will not be able to hold back tears of joy in knowing that your Township has been a part in making the children’s joy happen. Thank you again. Merry Christmas and Happy New Year”.

➤ She said she had questions over the posters on Election Day as it didn’t state who paid for it and she brought it up at a meeting after election day and she contacted the County of Northampton. She received a letter back from them dated January 3, 2012 regarding Campaign Advertising Restrictions. She read the letter “Dear Mrs. deLeon: This letter will address an issue which you have raised regarding the restrictions affecting Campaign Advertising. Please accept this letter as a formal response to your question, the same having been derived from the Purdon’s Pennsylvania Statutes. When a sign is placed at a polling place, whether the same advocates the election or defeat of a party, or ballot question, the following restrictions apply:

25 P.S. Section 3258 (a) – Whenever any person makes an expenditure for the purpose of financing communications expressly advocating the election or defeat of a candidate, or ballot questions, through any broadcasting station, newspaper, magazine, outdoor advertising facility, direct mailing, or any other type of general public political advertising, such communication:

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- (1) If authorized by the candidate, his authorized political committee or their agents, shall clearly and conspicuously state that the communication has been authorized.
- (2) If not authorized by a candidate, his authorized political committee, or their agents, shall clearly and conspicuously state the name of the person who made or financed the expenditure for the communication, including, in the case of a political committee the name of any affiliated or connected organization.
- (3) Any person, firm or corporation, political committee or party or member thereof, violating any of the provisions of this section, shall be guilty of a misdemeanor, and upon conviction thereof, shall be sentenced to pay a fine not exceeding one thousand dollars (\$1,000) or to undergo an imprisonment of not less than one (1) month nor more than two (2) years, or both, in the discretion of the court.

As a follow up to your email dated November 23, 2011, (picture attached), you stated that a large poster was placed across the street from the Steel City polling place in Lower Saucon Township, and that you were not able to find out who authorized or paid for the poster. You also stated that additional posters were placed at other Lower Saucon polling locations. The law is very clear when addressing Campaign Advertising, and it mandates that all posters and signs supporting a cause during an election, must clearly and noticeably state who authorized and paid for the same. Unfortunately, I am not aware of the circumstances involved in this specific event; however, if you know the party involved, you certainly may address these issues directly with them (Party/Committee), the Lower Saucon Solicitor, or the District Attorney’s office. I hope that this correspondence serves your purpose, and please feel free to contact me if you should have any questions @ 610-559-3056. Very truly yours, Gina Gibbs, Deputy Director”.

She said this has been discussed at several meetings and she ended up going to the source that she was right. In the future, should Lower Saucon have another referendum on the ballot, all parties involved follow the law.

D. ADJOURNMENT

MOTION BY: Mr. Horiszny moved for adjournment. The time was 8:05 PM.
SECOND BY: Mr. Maxfield
Mr. Kern asked if anyone had any questions? No one raised their hand.
ROLL CALL: 5-0

Submitted by:

Jack Cahalan
Township Manager

Glenn Kern
President of Council